

# EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

## PROJECT TITLE:

Amendment No. 3 to  
Professional Services  
Agreement with Outcomes  
by Levy, LLC to provide  
consulting services on  
legislative matters primarily  
at the state and regional  
levels

\_\_\_\_ Briefing  
\_\_\_\_ Proposed Action  
\_\_\_\_ Consent  
X Action  
\_\_\_\_ First Reading  
\_\_\_\_ Second Reading  
\_\_\_\_ Third Reading  
\_\_\_\_ Public Hearing  
\_\_\_\_ Budget Advisory

COUNCIL BILL #  
Originating Department  
Contact Person  
Phone Number  
FOR AGENDA OF

\_\_\_\_ Gov't Affairs  
\_\_\_\_ Bob Bolerjack  
\_\_\_\_ 425-257-8727  
\_\_\_\_ December 28, 2016

Initialed by:  
Department Head  
CAA  
Council President

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_

## Location

## Preceding Action

## Attachments

## Department(s) Approval

Original Professional  
Services Agreement  
January 1, 2014

Amendment No. 3

Administration

Amount Budgeted	\$77,000	
Expenditure Required	\$77,000	Account Number(s): 425 508 101 0010 410, 401 530 010 9923 410 004 555 0000 410
Budget Remaining	-0-	
Additional Required	-0-	

## DETAILED SUMMARY STATEMENT:

Amendment No. 3 to Professional Services Agreement with Outcomes by Levy, LLC is to provide consulting services on legislative matters primarily at the state and regional levels. The scope of work places emphasis on current legislative, funding and regulatory matters. Advocacy is directed through the development and implementation of the annual legislative agenda.

Key issues include the 2017 operating, capital and transportation budgets, low-barrier housing funding, mental health needs and alcohol/drug treatment funding, fiscal matters, economic stability and development, infrastructure funding, higher education/workforce training, transportation and freight mobility, transit, public safety, utilities and water resources.

Date of service is January 1, 2017 through December 31, 2017.

## RECOMMENDATION (Exact action requested of Council):

Authorize the Mayor to sign Amendment No. 3 to Professional Services Agreement with Outcomes by Levy, LLC to provide consulting services on legislative matters primarily at the state and regional levels in the amount of \$77,000.

**AMENDMENT NO. 3  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN THE CITY OF EVERETT  
AND OUTCOMES BY LEVY, LLC**

This Amendment No. 3 is dated for reference purposes January 1, 2017. It is by and between the City of Everett, a municipal corporation under the laws of the State of Washington ("City") and Outcomes by Levy, LLC ("Service Provider").

**RECITALS**

A. The City and Service Provider are parties to the Professional Services Agreement dated January 1, 2014 (the "Agreement").

B. The City and the Service Provider desire to amend the Agreement for the purpose of continuing services from January 1, 2017 to December 31, 2017.

**AGREEMENT**

The City and Service Provider agree as follows:

1. The Agreement is modified so that time of beginning and completion are as follows:

Time of Beginning and Completion of Performance: This Agreement shall commence as of the date of execution of this Agreement and shall be completed by December 31, 2017.

2. The Agreement is modified so that total compensation, including all services and expenses, shall not exceed Three Hundred Eleven Thousand, Four Hundred Thirty-Two dollars (\$311,432), which includes \$69,000 for 2014, \$69,000 for 2015, \$72,000 for 2016, \$72,000 for 2017 plus eligible expenses up to \$8,144 for 2014, up to \$8,144 for 2015, up to \$8,144 for 2016, and up to \$5,000 for 2017.
3. The Work is modified to add the Work shown on Exhibit A to this Amendment.
4. Regardless of the date(s) on which this Amendment is signed by the parties, the parties agree that the Agreement has been continuously in effect since January 1, 2014.
5. All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment.

**CITY OF EVERETT  
WASHINGTON**

**OUTCOMES BY LEVY**

By: \_\_\_\_\_  
Ray Stephanson, Mayor

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Sharon Fuller, City Clerk  
Date: \_\_\_\_\_

Signature: Joseph R. Levy  
Typed/Printed Name: Douglas R. Levy  
Title: Owner - Outcomes By Levy, LLC  
12/12/16  
\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
James D. Iles, City Attorney  
Date: \_\_\_\_\_

## **ATTACHMENT A SCOPE OF SERVICES**

1. Emphasis is on legislative, funding and regulatory assistance to City of Everett, primarily at the state and regional levels through the development and advocacy of the annual Legislative Agenda, and through interim work on legislative matters. Key issues include:
  - The 2017-19 operating, capital and transportation budgets
  - Funding for human needs, homelessness prevention, mental health services, affordable housing and drug/alcohol treatment
  - Law enforcement, fire services, and emergency management
  - Fiscal flexibility, stability and continued revenue partnerships
  - Transportation, transit and freight mobility
  - Higher education and workforce training
  - Aerospace industry incentives and support
  - Economic development and infrastructure
  - Land use, environmental and natural resource issues
  - Utilities, water resources, and stormwater
  - Regulatory issues as needed
2. Assistance to the City in areas of political consultation, issues management and regional affairs.

### *At the state level –*

- Direct time, attention, and resources on key areas of need for City of Everett, including but not limited to:
  - a. Funding for human needs, homelessness prevention, mental health services, affordable housing and drug/alcohol treatment
  - b. Protecting and adding flexibility to fiscal/revenue capacity, (maintenance of state-shared revenues, support for new revenue options and consideration for more flexible use of existing revenue sources)
  - c. Law enforcement and criminal justice
  - d. Modernizing the Public Records Act
  - e. Transportation, transit, and freight mobility policy and funding
  - f. Higher education: WSU-Everett/University Center, WSU Medical School, community college and workforce training
  - g. Specific funding and earmark requests
  - h. Aerospace and advanced manufacturing
  - i. Utilities/water supply/stormwater
  - j. Economic development and infrastructure
  - k. Land-use/GMA, housing, energy, hazardous site cleanup and the environment.
- Assist the City with:

- a. Advocacy of its annual state Legislative Agenda
  - b. Development of legislative strategy
  - c. Communication of City positions
  - d. Establishment of relationships on behalf of the City with lawmakers, key appointed officials, legislative staff, state agency officials and staff, and special interest groups.
  - e. Regulatory issues as needed and as they arise
- Ensure that policy implications of pending legislation, initiatives and ballot measures, regulations, analysis, studies and proposals are fully researched, critically assessed, and responded to in a timely manner.
  - Ensure that working relationships between City and state legislative, executive and agency staffs are established, nurtured and maintained.
  - Coordinate efforts and collaborate with the state legislators, legislative committees, the Governor's Office, State agencies, AWC, PSRC, Sound Transit, Community Transit and local government coalitions, alliances and partnerships on matters of mutual concern.
  - Regarding higher education access and expansion, coordinate with legislative leadership, the Governor's Office, Washington State University, Everett Community College, other higher education officials, local higher education interest groups, and the City's advisors.
  - Assist with interim activities, strategies, and issues management to achieve legislative objectives; attend interim meetings of legislative committees, boards, task forces, state agency Work Groups, AWC, PSRC, and related organizations and committees such as SCCIT.
  - Participate in regular and ongoing discussions with the Mayor/City Council, department heads/senior directors to determine areas of legislative impact upon the City, funding initiatives for City projects; and frame recommendations for legislative action;
  - Maintain and initiate regular contact with state legislators, officials, and staff;
  - Prepare weekly reports during session on status of City agenda items, as well as overall legislative and funding issues impacting City.

*At the regional level -*

Assist City as needed with regional affairs issues, which could include but are not limited to: Snohomish County government; Sound Transit; Community Transit; Puget Sound Regional Council; Washington Water Policy Alliance; Washington Water Utility Council; DOE Water Resource Advisory Committee; Joint Transportation Committee; Ports; City-Tulalip Tribes Joint Water Pipeline Board; SCCIT; Farmhouse Gang; Managers/Administrators Group (Snohomish County); Washington Military Alliance; Washington Aerospace Partnership; Washington Military Alliance; Economic Alliance Snohomish County; and other business associations, coalitions, partnerships, and interest groups.

*At federal level –*

- Assist as requested in the consideration of a congressional agenda and specific federal activities such as transportation funding, community-military relations and Homeland Security, Washington State University, the City-Tulalip Tribes Joint Water Pipeline Board and the National League of Cities, the U.S. Conference of Mayors and ad hoc interest groups, coalitions, and partnerships.
- Assist as requested in meetings with congressional delegation members, staffs and representatives.

## **REPORTING/SUPERVISION/ADMINISTRATIVE ASSISTANCE**

Report to City's Executive Director of Governmental Affairs with regular check-ins and consultation as determined by that person. Administrative assistance will be provided to help with duties such as distributing pending legislation; e-mailing appropriate documents; etc.

## **ATTENDANCE AT CITY MEETINGS**

It is anticipated that Service Provider will need to attend certain meetings conducted by City that have impacts on, or are impacted by, state and federal legislative and/or regulatory matters.

## **PUBLIC DISCLOSURE REPORTING DUTIES**

1. It will be Service Provider's responsibility to track his legislative hours, contacts, etc., in preparation for monthly reports with State Public Disclosure Commission.
2. Public disclosure compliance through reporting and transmission of state lobbying contacts by City employees – through quarterly L-5 forms and other mechanisms – will be responsibility of City.